

**MEETING SUMMARY**  
**PROPERTY TAX ADMINISTRATION ADVISORY COUNCIL**  
**MAY 17, 2000**

**ATTENDING:** Chairman Jim Zingale, Rod Adams, Jimmy Alvarez, Keith Baker (sitting in for Dominic Calabro), Bill Coleman, Alita Dubour, Morgan Gilreath, Bill Graham, Bill Herrle, Rene Lewis, Terry Lewis, Fred Meeker, Sharon Outland, Mike Sittig, Stan Stephens, Bill Suber, Vicki Weber, Karl Zimmerman

**NOT ATTENDING:** Randy Miller, Mindy Toback-Seiden

The first meeting of the Department of Revenue's Property Tax Administration Advisory Council was held at the Tallahassee Municipal Airport Conference Center, Tallahassee, on May 17, 2000. The meeting began at 10:00 AM.

Jim Zingale, Council Chair, welcomed the members and the public and described the governmental structure for the Department of Revenue and the Florida Cabinet.

The next topic covered by the Chair was the Department's request that each council member submit three topics which members felt would be appropriate for the Council to consider. An agreement was made between the Chair and Mr. Meeker to reduce the number of topics he had previously submitted. The Chair explained that as the Council proceeded more issues would be allowed for discussion and input.

The members of the Advisory Council introduced themselves and gave a brief summary of their background and interest in Florida's property tax system.

Chairman Jim Zingale explained that all members on the Council serve at the pleasure of the Department and described the organization of the Council and his objectives and expectations regarding the advisory council format. Dr. Zingale asked the Council to consider the issue of whether there should be additional interests represented on the Council. At the request of the Chair, Rene Lewis agreed to review the representation of the Council and head a team of council members to consider whether membership should be expanded to include other persons with interests not already represented. Morgan Gilreath, Bill Herrle and Karl Zimmerman agreed to assist Ms. Lewis.

Next, the Chair introduced Bebe Blount, the Department's Chief of Staff. Ms. Blount provided an overview of the Department's commitment to provide administrative support to the Council as follows:

- Meeting minutes will be kept by audio tape without tape transcription. However, copies of the tapes will be made available to anyone upon request to the agency.
- The Department will provide in-house expertise when needed for purposes of background information on issues considered by the Council. Experts outside the Department can also be invited to make presentations to the Council.
- Members of the Department's Property Tax Administration Program serving as the administrative support team for the Council members were introduced as: John Everton, Property Tax Administration Program Director; Hugh Harrell, In-depth Study Manager; Kathy Henley, Theda Eaton and Carolyn Welch, administrative support team for the Council; and, Andrea Pable and Sara Murdaugh, meeting facilitators.

After Ms. Blount's presentation, the following members of the Department's executive staff made brief presentations on various aspects of Florida's property tax system:

- Christian Weiss, Chief Economist, on *The Economics of Property Tax In Florida*
- Jeff Kielbasa, Taxpayer Advocate, on *Basic Property Tax Concepts*
- Steve Keller, Property Tax Attorney, on *Players in the Property Tax Arena*
- Lisa Echeverri, Legislative Services Director, on *2000 Property Tax Legislation*

Jim Zingale concluded the morning with a brief description of two issues of particular interest to the Department for which he will seek Council input. The two issues are: Real Property Guidelines and the Department's in-depth study of the property tax rolls as outlined in a draft document distributed to the Council at the beginning of the meeting.

After a 20-minute break for lunch, the afternoon portion of the meeting was spent clarifying and consolidating the issues which council members previously submitted to the Department in an effort to prioritize their importance to council members. The results of this segment are itemized in the attached document titled, Issues Clarification and Consolidation.

Following clarification and consolidation of the issues, the Council discussed whether to accept public comments and, if so, three alternative methods to most efficiently receive the comments: 1) allow time at the end of the day's agenda; 2) consider accepting e-mail comments via the Department's Internet Website; or, 3) make suggestion forms available to interested parties. Council members were asked to give consideration to this issue between now and the next meeting.

Chairman Zingale expressed that it is his intent to hold quarterly meetings of the Council. Thereafter, the Council voted to hold its next meeting on August 16, 2000, from 10:00 a.m. to 3:00 p.m. The Council's first choice was the Tallahassee Airport location, with the Capitol offered as an alternative.

NOTE: The Department has been advised that the Airport Conference Center is available on August 16, 2000, and the meeting location has been scheduled at the Tallahassee Airport.

The first meeting of the Property Tax Council Advisory Council ended at approximately 3:00 p.m.

Minutes compiled by:

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Kathy Henley,  
Advisory Council Administrator